

All children deserve
protection from
online sexual abuse

RECRUITMENT PACK

Legal Counsel

Working to stop child sexual abuse online

Protecting children is at the heart of everything we do. For over 27 years, since the early days of the internet, our job has been to help child victims of sexual abuse by hunting down and removing any online record of the abuse.

It's a tough job. Our image analysts are amongst the best in the world. The children in the pictures are real. Their abuse and suffering is very real. Our experts never forget that.

The criminals who sexually abuse children, then record their suffering and share the horror online are ruthless. Sometimes they create images with audiences in mind. Victims range from babies to young teens. Abusers are often experienced at online grooming, skilled at manipulating young minds. Sometimes victims don't even realise they are being abused until it's too late.

Sadly, the internet makes it easier to share these images. We use advanced technology and human expertise to help young victims. If we can remove the record of suffering online and stop those images circulating, then we can stop the abuse being perpetuated. This makes the internet a safer place for all children and adults.

How we do this

- **Our team of human analysts.** Tech companies and law enforcement worldwide trust the assessments, experience and knowledge of our extraordinary team of people.
- **Tech-for-good.** Our in-house tech team build cutting-edge tools designed to make it easier to identify and remove online images and videos of child sexual abuse. In short, tech to protect kids.
- **Working together.** With international partners in government, law enforcement, reporting hotlines, charities and the tech community we work to stop illegal images of children being circulated again and again. We share vital information that could lead to the rescue of a child from terrible abuse.
- **IWF Hotline.** This gives people a safe and anonymous place to report suspected online images and videos. When we started in 1996, 18 per cent of child sexual abuse imagery online was hosted in the UK. **Today, thanks to our Hotline, it's less than one per cent. We're proud of that.**

The children in the pictures are real. Their abuse and suffering is very real. Our experts never forget that.

Our Chair & CEO



The IWF sits at the forefront of fighting for victims of child sexual abuse. We're seen as global leaders, standard-setters, and team players. Our strong relationships with companies around the world have enabled us to carve a much-needed place to both protect children and provide the means by which industry partners can ensure that their websites, platforms, games, and online spaces are safer for us all.

Since 1996, the IWF's unmatched work and determination has led to the removal of millions of criminal images and videos from the open internet. Our datasets and services are used to protect more than 4bn online users and accounts globally.

We're trusted as an extremely safe pair of hands by governments, tech companies, law enforcement and other child protection non-profits.

This is possible because of the commitment and fortitude of the incredible IWF team. Every department from our front-line analysts to our HR team, plays a critical role in helping us achieve our mission of a global internet free from child sexual abuse material.

Catherine Brown, Chair



Tracking down and identifying truly harmful child sexual abuse imagery is at the very core of what we do at the IWF.

We develop cutting-edge technologies, and work with some of the biggest tech companies on the planet - but without the skills, knowledge, and determination of our amazing staff, there is no way this delicate work could be done.

Working at the IWF is not for everyone, but for our staff, knowing they have contributed to the removal of thousands of images and videos of child sexual abuse from the internet, helping prevent the future revictimisation of victims, and even helping rescue children from abusive, dangerous situations, makes this the most satisfying place to work in the world.

I'm always proud to say I lead the team at the IWF. Every person, regardless of which department they are in, works with a sense of tireless determination and passion which I can truly say is unique to our organisation.

Susie Hargreaves OBE, CEO



Our vision

We're creating an internet free from child sexual abuse that is a safe place for children and adults to use around the world.

Our mission

We detect, disrupt, remove, and prevent online child sexual abuse material using our expertise and resources as effectively as possible.

The Internet Watch Foundation (IWF) is a child protection organisation, utilising ground-breaking tech to make the internet a safer place for children and adults across the world.

We're a not-for-profit organisation, supported by internet, tech and social media industries, private companies and the generosity of ordinary people.

We work closely with police, governments and NGOs globally, who trust our work.

Child sexual abuse images and videos are just as much a weapon as a knife. We actively search for this imagery and for the past 27 years, we've given people a safe place to report it to us, anonymously, now covering 51 countries.

We assess every report we receive. If it shows the sexual abuse of a child, we make sure the image or video is removed from the internet. We provide bespoke services, products and datasets to our industry Members to prevent the imagery from re-appearing and make it harder for offenders to find and share.

We care.

Our work relies on compassionate and resilient staff members, across diverse teams, including Analysts and Assessors in our Hotline, Finance, Admin, Communications and Technology, who are all highly trained and carefully looked after.

The children in these pictures and videos are real. The suffering captured in this imagery and the knowledge that it could be shared can haunt a victim for life.

That's why it's our mission to remove this material for good. And to show every child there is someone out there who cares enough to help.



Our values

It's a huge responsibility to have the job of searching for, stopping, removing and preventing child sexual abuse imagery online.

We don't take this lightly. Our values act as our backbone, our core strength, a guide and a reminder of the importance of our work. They are embedded in everything we do.

Being open and honest

- We treat every child victim of sexual abuse with the utmost and total respect;
- We always act with integrity and professionalism;
- We make sure our communications and actions are appropriate, true, transparent and accountable.

Being excellent

- Every day we strive to be the best in the world at what we do;
- We set the global standard of best practice;
- We build Tech for Good tools to help defend child victims of sexual abuse. We make the internet a safer place, by:
- Protecting child survivors of sexual abuse from being victimised again and again. By stopping offenders sharing pictures and videos of the abuse online, we're making it more difficult for these criminals to perpetuate the abuse;

- Preventing internet users from accidentally stumbling on child sexual abuse images and videos;
- We make it harder for criminals to find child sexual abuse imagery online, by disrupting the illegal sharing.

Being team players

- Working together is vital. We always acknowledge the importance of partnerships;
- We recognise, reward and celebrate our success and achievements. If we win, so do children.
- Creating a caring and safe internal environment

- We respect, value and encourage individual contributions to our work and mission as well as those of our wider teams;
- A supportive environment is vital for people who work to protect children. We promote best-practice welfare for our staff who are committed to stopping the spread of child sexual abuse imagery;
- We encourage constant learning and personal development. It helps people thrive. It's good for us all.

Building an inclusive culture

We are building an inclusive culture to make the IWF a place where our people feel valued, have a voice and can be their authentic selves.

We value difference and diversity, not only because we believe it is the right thing to do, but because it will help us to be more innovative and make better decisions.

We always aim to recruit people who are most suited to the job and encourage applications from people of all backgrounds – people of all ages, sexual orientations, gender identities, nationalities, religions and beliefs.

We fully support candidates with a disability or long-term condition who require adjustments during the recruitment process and throughout any subsequent appointment.

Anti-racism statement

IWF stands in unity with all who experience racism and discrimination. As a team, we are committed to better understanding

the systemic racism and inequality that is experienced in the everyday lives of Black and minority ethnic people.

We affirm explicitly our commitment to being an anti-racism organisation. We acknowledge that racism causes significant harm and can be both conscious and unintentional. As an anti-racism organisation, we challenge ourselves to understand and correct any inequities we may discover and gain a better understanding of ourselves during this purposeful process.

Addressing racism requires courage, respect and compassion and may not always be or seek to be comfortable.

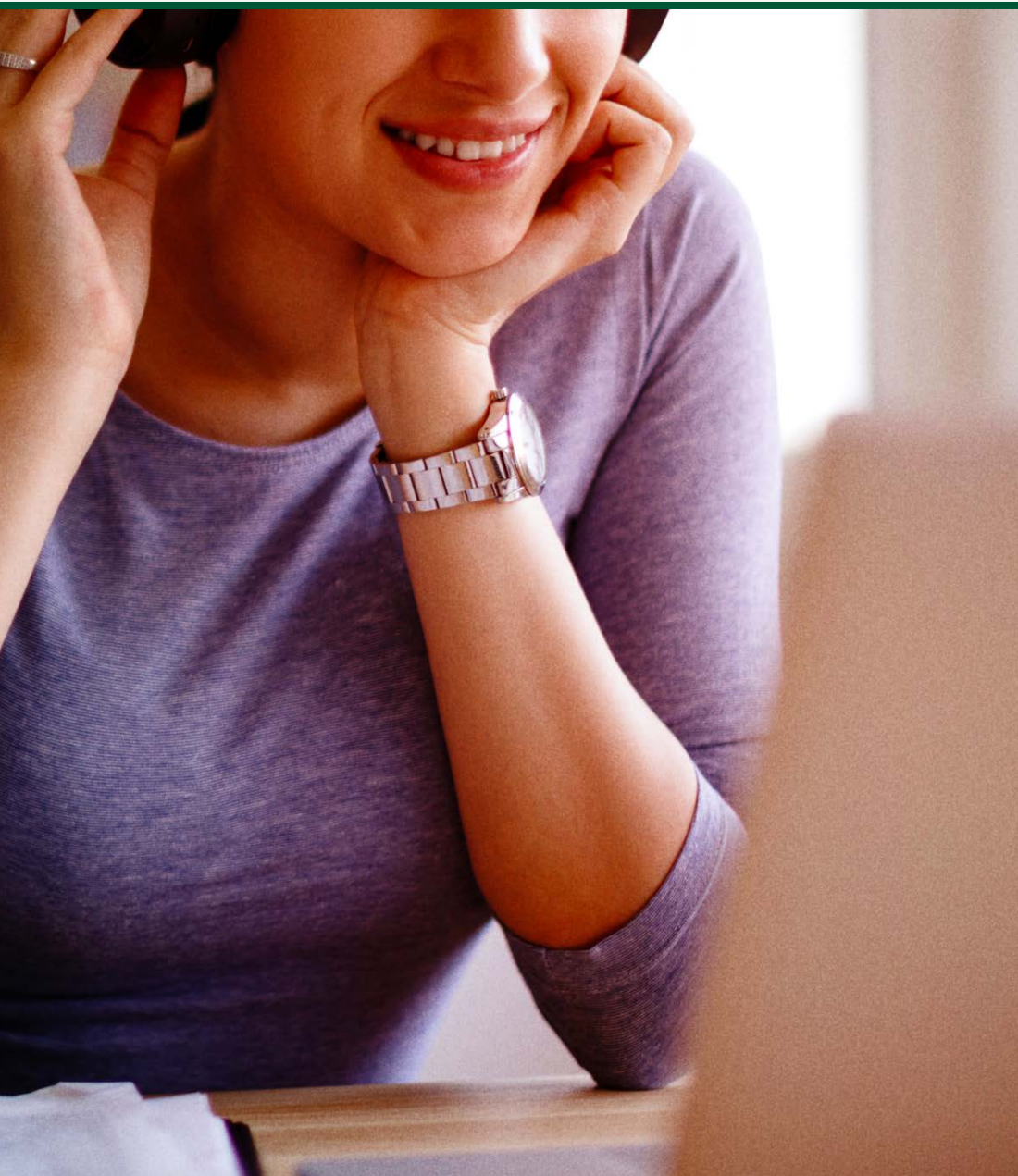
We have a zero-tolerance approach to racism and condemn all racist and discriminatory

behaviour. We are committed to challenging and preventing structural racism within every aspect of our work.

We commit to:

- Affirm our identity, explicitly and publicly, as an anti-racism organisation;
- Employ individual and organisational exploration and examination of bias, advantage, and oppression to continually learn about and dismantle racism and all its impacts;
- Reflect our anti-racism in the culture of our organisation through our policies, procedures, and practices;
- Particularly encourage applications from Black, Asian and Minority Ethnic candidates.





Job description

Who we need

We are looking for a bright, enthusiastic solicitor with 3- 5 years PQE and a keen interest in the media and technology sector.

Reporting to an experienced General Counsel you will work with a wide range of members, from technology household names, smaller ISPs through to large players in the hospitality industry.

You will lead on the drafting and negotiation of a wide range of contracts, engaging with internal and external stakeholders, and advise on a variety of data protection law issues and intellectual property matters.

The successful candidate will have a proactive and team-orientated mindset and be happy to get involved in the full range of issues that arise in a busy legal department. With changes in regulation affecting the sector that we work with, this is an exciting time to be joining us.

Key duties

To support the legal function of IWF to meet business objectives. The key duties required will include but not be limited to:

- Support and contribute to all areas of the legal function of IWF aligning with wider organisational objectives.
- Provide overall support to the General Counsel in delivering IWF's legal function.
- Provide legal advice to teams across the organisation on a wide range of legal and compliance matters including contract, corporate and intellectual property.
- Independently draft, review, negotiate and close a range of contracts covering areas such as membership, collaboration, partnership, supply of goods and services, data sharing and fundraising.

> *Continued overleaf*

Job description (continued)

- Assist in the negotiation of high-level complex contracts engaging both with internal and external stakeholders.
- Advise on a variety of data protection law issues including data transfers, data sharing and general compliance.
- Advise on intellectual property matters including copyright and trademarks, drafting licences as appropriate.
- Assist in the management of contentious matters.
- Convey information in the most appropriate format, explaining complex legal information to non-specialists in clear language.
- Research and keep up to date on legal issues sharing knowledge, both in written and verbal form, as appropriate.
- Conduct timely reviews of processes to ensure ongoing legal compliance across various activities.
- Independently manage the administration of your own legal matters and support the good housekeeping of the legal function with accurate record keeping of projects, contract negotiations and other legal matters.
- Demonstrate flexibility in working hours to adapt to business needs.
- Work proactively with teams across the organisation.
- Demonstrate flexibility to deal with the breadth of matters that arise in a busy in-house legal team.

Other

- Contribute to a positive internal legal environment.
- Carry out other duties as may be requested by the General Counsel, Deputy CEO or other members of Senior Leadership Team.

Important notes:

- You will **not** be required to view criminal images.
- The position is subject to an enhanced DBS check.

Reports to: General Counsel

Salary: £50,000- £65,000 *depending on experience + benefits*

Benefits:

- Generous annual leave entitlement
- Pension Scheme
- Life Assurance
- Private Health Care
- Cycle To Work Scheme
- Employee Assistance Programme

Hours: Full time (35 hours per week). We are a family-friendly employer and take a flexible approach around personal commitments when agreeing work patterns.

Location: Hybrid working with travel to IWF Offices in Cambridge with some UK travel.

Person specification

Educational qualifications

Requirements	Criteria
Educated to degree level or equivalent.	Essential
Qualified as a solicitor in England and Wales.	Essential
Relevant qualification in data protection.	Essential

Experience

Experience working in a legal team.	Essential
Experience working in an in-house legal department.	Essential

Skills, abilities & knowledge

Conscientious and strong attention to detail.	Essential
Solid knowledge of contract law and intellectual property law.	Essential

Demonstrable experience of accurate contract drafting, negotiation and closing of contracts coupled with solid commercial awareness.	Essential
Demonstrable experience of freehand drafting.	Essential
Solid understanding of data protection law and its implementation in practice.	Essential
Solid understanding of intellectual property law and how it works in practice.	Essential
Experience in advising on corporate law matters.	Desirable
Demonstrate an interest in the breadth of media law and emerging issues affecting internet use including the Online Safety Act 2023.	Essential
An understanding and awareness of the changing landscape of data protection law.	Desirable

Ability to distil large amounts of information and apply to specific scenarios in a pragmatic manner.	Essential
Ability to work with people at all levels of an organisation in a friendly and professional manner.	Essential
Strong ability to manage large workload.	Essential
Flexibility and ability to respond to changing priorities whilst maintaining overall awareness of organisational goals.	Essential
High level of written and verbal communications skills.	Essential
Excellent proficiency in Microsoft Word, familiarity with Excel, PowerPoint.	Essential
To work effectively as part of a team.	Essential
To work independently knowing when to both engage with others and refer matters upwards.	Essential

Personal qualities

Highly motivated, enthusiastic and flexible.	Essential
Proactive outlook and follow through.	Essential
Approachable, friendly manner with an ability to develop good working relationships.	Essential
Ability to grasp complex issues.	Essential
Able to meet IWF's values (integrity, working excellence and future focussed) in all aspects of your work.	Essential
Able to work constructively with internal and external professional colleagues.	Essential
Curious and eager to learn.	Essential
Performance driven and client focused.	Essential
Tact and diplomacy.	Essential
Proactive attitude and good telephone manner.	Essential

How to apply & more info

How to apply

Please visit iwf.org.uk/careers to download the application pack and complete all documents including:

- Application form
- Equal Opportunities Monitoring form
- Self Disclosure form

Please email the completed forms to:

recruitment@iwf.org.uk

Closing date: Friday 10 May 2024

Interviews: Week commencing 20 May 2024.

More info

Website: iwf.org.uk

Annual Report: annualreport2022.iwf.org.uk

Social Media:

- [Twitter: @IWFHotline](https://twitter.com/IWFHotline)
- [Facebook: InternetWatchFoundation](https://www.facebook.com/InternetWatchFoundation)
- [LinkedIn: IWF](https://www.linkedin.com/company/iwf)
- [Instagram: internet.watch.foundation](https://www.instagram.com/internet.watch.foundation)
- [YouTube: IWFHotline](https://www.youtube.com/channel/UCIWFHotline)

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